BAKER COLLEGE Waiver Form - Office Copy

Radiation Therapy

Bachelor of Radiation Therapy

Acknowledgment Form - Limited Enrollment ProgramsI have received the Health Sciences Program Information and understand each/all of the following: (Initial each line)

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le	alth F	Requirements I may be required to provide documented proof of immunization and/or titers, current Tuberculosis (TB) test results, and other screenings pertinent to my chosen career field I am responsible for all associated cost.
		Declination of immunization may prevent me from clinical placement.
		Exposure to latex is high in the healthcare field. I should notify my advisor if I have a documented latex allergy/sensitivity.
Cli	nical i	Requirements Clinical or externship experiences are based on site availability and determined by the Program Coordinator/Director/Dean of Health Sciences.
		Students are required to have reliable transportation to and from the assigned clinical location.
		Due to the limited number of clinical sites, some students may be required to travel a distance from the College. In some instances, students may need to relocate.
		Clinical experiences may require students to attend up to 40 hours per week. As a continuation of the student's education, the clinical experience is to be performed without remuneration. In the event a student is offered employment, this should be discussed with the Program Coordinator/Director/Dean of Health Sciences.
		The College provides professional liability insurance for all students during the clinical affiliation educational portion of his/her program, which covers any incident which might occur during the clinical affiliation experience. It does not cover any incident where the student is attempting to practice outside the scope of his/her education or outside the clinical affiliation site.
		Students are required to maintain health insurance during all clinical quarters and are responsible for any medical expenses incurred throughout the program. Information on low-cost, short-term insurance is available at your campus.
		I may be required to submit to a drug screen as part of my clinical affiliation. I am responsible for all associated cost.
		I understand that if drugs are reported on my drug screen results, it may impact my ability to complete program requirements, including though not limited to, clinical experience.
		I may be required to undergo a background check, as an entrance requirement for the health program I've selected or for some clinical affiliations. I am responsible for all associated cost.
		I am required to complete the requirements for my background check by the specified

	time my core classes may be dropped without advance notice to me.
_	I will immediately report, in writing, any conviction, pending court action, or other recorded event not yet reported, or which subsequently occurs, to my campus program director/Dean of Health Sciences.
—	A criminal record may prevent clinical placement, licensure or certification, and employment opportunities. Baker College reserves the right to deny entry into or remove from a program, any student whose background check reveals any conviction or recorded event of any nature.
	I may be temporarily or permanently denied financial aid funding if I have been or am subsequently convicted of the possession or sale of illegal drugs for an offense that occurred while receiving federal student aid (such as grants, loans, work-study).
	I may be required to undergo fingerprinting prior to clinical placement.
	I may be required to complete the Central Registry Clearance form prior to placement in certain clinical settings.
Program	n Reentry
	Eligibility for reapplication to the program is based on previous reasons for dismissal or withdrawal and is at the discretion of the Program Coordinator/Director/Dean of Health Sciences. Readmission is not guaranteed.
	Reentry into some programs may be dependent upon limited program capacity and/or the availability of clinical sites.
	Didactic and competency testing may be required according to accreditation, state, and/or program guidelines. Retesting may involve a fee.
Professi ——	ionalism I must abide by the ethics and standards accepted by professionals and technicians in my chosen career field, while in all classroom and clinical settings. This includes personal conduct, professional attitude, appropriate dress, and the confidentiality of student, client, and patient information. Any breach of these standards may result in dismissal from the program.
	I understand that students are not allowed to use personal cell phones or other personal electronic devices to transmit clinical information, including photos.
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LIMITED ENROLLMENT CRITERIA FOR PROGRAM APPLICATIONS:

 Full acceptance into the professional track of some programs is limited due to clinical site availability. Students compete to earn acceptance into these programs. Selection
criteria have been developed to choose the most qualified students for limited enrollment
programs. Students who have successfully completed the conditional acceptance
requirements for their program are eligible to apply for full acceptance into the
professional track of the program. Refer to the program information supplement for
program specific details on the application process, the criteria used, and the courses
used in the GPA calculations.

Once selected through the limited enrollment criteria, for full acceptance into a program, students must complete program requirements including, but not limited to: program specific orientations, background checks, drug screens, etc. Please contact your campus official for additional information.

CRITERIA I

Weighted Prerequisite GPA of Selected Courses: The program will base the majority of admission points on prerequisite grades of selected courses. Each health science program has designated specific prerequisite courses where a minimum grade requirement must be met. Refer to the program pages for this information and a listing of the identified courses to be used in the calculations below. The grades earned in transferred courses will also be utilized in these calculations. (GPA is defined as the value on a 4.0 scale corresponding to a letter grade.)

- * Non-Weighted Courses:
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- * Test-Out Courses:
 - * these are not weighted courses

CRITERIA II

Withdrawal and Repeat of Prerequisite Selected Courses: Withdraw and/or repeat of single-weighted and double-weighted prerequisite courses will result in a reduction of admission points. Refer to the program information for a listing of the identified courses to be used in the calculations below.

Withdrawal:

- * does not apply to non-weighted classes
- * first incident of withdrawal of single-weighted and/or double-weighted courses (one or more courses in a given quarter) = forgiveness quarter with no reduction of admission points
- * subsequent withdrawals of single-weighted and/or double-weighted courses = 5 point reduction for each weighted course withdrawn

Repeats:

- * single- and double-weighted courses only
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- repeat courses in which a grade is earned do not receive forgiveness and will results in a 5 point reduction for each attempt

 exception is course greater than 60 months old repeated will not result in a loss of points

CRITERIA III

Transfer of single- and double-weighted prerequisite courses may result in a deduction of up to five admission points.

Transfer Credits:

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CRITERIA IV

Entrance Exam Score: A program may require applicants to take an assessment test chosen by the College. Students may be allowed to repeat this test to improve his/her performance based upon program guidelines. Admission points will be added based on the score attained. Refer to the program requirements for entrance exam program specific information.

CRITERIA V

Reapplication students who have applied for entrance into a program's professional track in the past, who had completed all program entrance requirements and prerequisite coursework at or above the minimum grade required, but were not awarded a seat due to their standing and the limited program seat capacity may reapply to the program one more time, for a maximum of two attempts. Students reapplying to the program must complete the program reapplication process. Refer to the program information for program specific information.

* Reapplication timeframe: Students may only be eligible to reapply within 12 months or the next application period, whichever comes first.

Student Responsibilities: I am responsible to contact my campus Program C Sciences with any questions regarding program en	I am responsible to contact my campus Program Coordinator/Director/Dean of Health Sciences with any questions regarding program entry, reentry, retention, or completion. I may be required to sign an additional waiver upon entrance to my program.		
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Student Name (Print)	Student UIN		
Student Signature	Date		
Baker College Representative Signature	Date		

Printed: 2014/03/17

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Student Name (Print)	Student UIN		
Student Signature	Date		
Baker College Representative Signature	Date		

Printed: 2014/03/17

BAKER COLLEGE Program Information

Radiation Therapy

Bachelor of Radiation Therapy

Campus: Jackson.

Program Description

This program is an allied health discipline, which utilizes radiation for the treatment of cancer and cancer related diseases. The radiation therapist plays an integral role in the management team of physicians, physicists, and other allied health personnel. The professional has the unique opportunity to blend knowledge and skills of mathematics, medical science, and psychology in his or her everyday work. The radiation therapist has the opportunity of knowing patients over a period of several months, and becoming an integral part of their health care. Program Status: Limited Enrollment

Accreditation Status

The Radiation Therapy Program is accredited through the Joint Review Committee on Education in Radiologic Technology (JRCERT), 20 Wacker Drive, Suite 2850, Chicago, IL 60606-3182; phone: (312) 704-5300; Web address: jrcert.org

Mission and Goals

Baker College Mission

The mission of Baker College is to provide quality higher education and training which enable graduates to be successful throughout challenging and rewarding careers.

Baker College Radiation Therapy Program Mission & Goals

The Mission of the Baker College Radiation Therapy Program is to provide a high quality education that will enable our graduates to have successful careers in radiation therapy. This is accomplished by providing:

- * Access to state-of-the-art equipment both in our labs and at our clinical facilities.
- * A bachelor degree level curriculum.
- Competency based clinical rotations at a variety of clinical facilities.

To that end the following goals have been established:

- 1. Our students will demonstrate effective oral and written communication skills.
- 2. Our students will demonstrate critical thinking and problem solving.
- 3. Our students will demonstrate professionalism.
- 4. Our graduates will be clinically competent entry level radiation therapists.

Credentials

Upon completion of this program, the individual can apply to the American Registry of Radiologic Technologists (ARTT) to sit for their registry exam.

Program Status

Limited Enrollment

Conditional Acceptance Requirements:

Students are required to achieve a B- (2.7) GPA or better in all prerequisite courses to be eligible to apply for full acceptance into the professional courses of the Radiation Therapy program.

Required Courses:

- **ENG101**
- Global Cultural ELECT131A, ELECT131B
- INF ELECT161A, INF161
- **HSC151**
- HUM401A
- MED103
- MTH111, MTH112
- **PSY111**
- SOC201, SOC321 SPK201, SPK221
- WRI115, WRI301A

Single-Weighted Courses:

- ENG102
- SCI101C, SCI102C, SCI211

Double-Weighted Courses:

RDT171

Entrance Exam Value:

Does not apply

Once selected through the limited enrollment criteria, for full acceptance into a program, students must complete program requirements including, but not limited to: program specific orientations, background checks, drug screens, etc. Please contact your campus official for additional information.

Criminal History/Background Check

Background checks are required for this program. A criminal history may limit opportunities for clinical placement and/or employment.

In order to take the ARRT exam the candidate is subject to the ARRT Rules and Regulations and Standards of Ethics. The Standards of Ethics addresses issues regarding conviction, criminal procedures, and military court martials. (For any questions regarding criminal backgrounds and the ARRT visit their website at ARRT.org)

Essential Functions/Technical Requirements

These technical standards reflect performance abilities and characteristics that are necessary to successfully complete the requirements of the program at Baker College. These standards are not conditions of admission to the program. Persons interested in applying for admission to the program should review this information to develop a better understanding of the physical abilities and behavioral characteristics necessary to successfully complete the program. The College complies with the requirements and spirit of Section 504 of the Rehabilitation Act and the Americans with Disabilities Act of 1990. Therefore, the College will endeavor to make reasonable accommodations for participants with disabilities who are otherwise qualified.

- Effectively communicate in English, both verbally and in writing, utilizing accurate and appropriate terminology with classmates, co-workers, clients, and providers in person and through a telephone.
- Access information from books, reference manuals, computers, and paper and electronic medical records to accurately perform job functions and duties.
- Explain procedures and treatment appropriate to patient's level of understanding including what will be required while respecting patient confidentiality and privacy (i.e. what to expect during the procedure, proper skin care, maintenance of the treatment field markings and correct diet during course of treatment).
- Assess patient physical condition, the presence of any side effects or treatment related problems, recognize any errors in delivery of treatment and effectively communicate information to radiation oncologist and other members of the patient care team.
- Accurately document treatment delivered and changes in the prescribed course of treatment in the patient record.
- Monitor and respond to patient and accessory medical equipment directly and by intercommunication system during treatment to assess patient response and safety.
- Obtain optimum image quality for review with radiation oncologist for approval or field

modification.

- Accurately obtain precise measurements and determine appropriate immobilization and positioning aids needed for use in treatment planning and safe delivery of radiation.
- Provide safe and effective care including but not limited to administration of oral or rectal contrast medium, preparation, and application of bolus material, etc.
- Utilize equipment safely to fabricate individualized immobilization devices and to create custom beam shaping devices (e.g., blocks, MLC) and other beam modifying devices (e.g., compensators, wedges).

Perform and document warm-up procedures and quality assurance checks on imaging and treatment equipment (e.g., dose rate verification, positioning lasers, all interlocks.

collision safety system, optical distance indicator, emergency switches).

Recognize potentially hazardous materials, equipment, and situations and proceed safely in order to minimize risk of injury to patients, self, and nearby individuals by referencing, utilizing and adhering to OSHA requirements such as MSDS (Material Safety Data Sheets), universal precautions and radiation safety standards, and policies and procedures.

Demonstrate appropriate professional and procedural judgment decisions under stressful and/or emergency conditions (i.e. allergic reaction or cardiac arrest) and a distracting

environment (i.e., high noise levels, crowding, complex visual stimuli).

Adhere to HIPAA, American Society of Radiologic Technologists professional standards,

Baker College professional conduct guidelines, and clinical site policies and procedures. For the task inventory for Radiation Therapists go to the ARRT Web site (ARRT.org) and go to Practice Analysis select task inventory and then select radiation therapy.

The scope of practice of the medical imaging and radiation therapy professionals includes:

Corroborating patient's clinical history with procedure, ensuring information is documented and available for use by a licensed independent practitioner

Verifying informed consent

Assuming responsibility for patient needs during procedures

Preparing patients for procedures

Applying principles of ALARA to minimize exposure to patient, self and others

Performing venipuncture as prescribed by a licensed independent practitioner

- Starting and maintaining intravenous access as prescribed by a licensed independent practitioner
- Identifying, preparing and/or administering medications as prescribed by a licensed independent practitioner

Evaluating images for technical quality, ensuring proper identification is recorded

Identifying and managing emergency situations

Providing education

Educating and monitoring students and other health care providers

Performing ongoing quality assurance activities

The scope of practice of the radiation therapist also includes:

- Delivering radiation therapy treatments as prescribed by a radiation oncologist
- Performing simulation, treatment planning procedures and dosimetric calculations as prescribed by a radiation oncologist

Utilizing imaging technologies for the explicit purpose of simulation, treatment planning and treatment delivery as prescribed by a radiation oncologist

Detecting and reporting significant changes in patients' conditions and determining when to withhold treatment until the physician is consulted

Monitoring doses to normal tissues within the irradiated volume to ensure tolerance levels are not exceeded

Constructing/preparing immobilization, beam directional and beam modification devices

Participating in brachytherapy procedures

Complete Practice Standards for Radiation Therapy can be found at: www.asrt. org/main/standards-regulations/practice-standards/practice-standards

Application Process

The student must complete and submit a formal application for full admission to the Radiation Therapy program. The application and all forms must be received by the program coordinator/director by Friday of Week 10 of the spring quarter in the year the student is

applying for admission.

Program Requirements

The pre-professional track coursework can be completed on a full- or part-time basis. The professional track is a full-time, year-round program with a variable schedule to accommodate coursework, labs, and clinical site availability.

Health Requirements

A Health Information form must be completed and submitted prior to beginning clinical rotations. This shall include an immunization history and currency status and current tuberculosis testing or chest x-ray.

Students must provide evidence of approved health insurance coverage and maintain it throughout their clinical education activities.

Clinical Requirements

Students must have valid healthcare provider level CPR certification (adult, child, infant and AED) before and during their clinical rotations.

The student must show progression and mastery of their clinical competency evaluations and satisfactory completion of case studies. Experience will be gained in all areas of radiation therapy.

Students may obtain additional information related to dress codes and clinical/program policies from their program coordinator/director.

Clinical sites are located throughout the state of Michigan, with additional sites in Ohio and Indiana. Students will have multiple clinical site placements. There is no guarantee of placement at a specific clinical site. The student is responsible for providing reliable transportation and/or lodging necessary to fulfill the requirements of the clinical rotations.

Students may be required to submit to drug testing, other health requirements and additional criminal background checks in order to be accepted by a clinical site. The cost of all additional testing is the student's responsibility.

Re-entry into the Program

Refer to the re-entry policies on the Health Sciences Acknowledgment Form for more information.

Printed: 2014/03/17